Supplementary Information for Legislative Review

1989 - 1990 Estimates

Manitoba
Labour

DEPARTMENT OF LABOUR

SUPPLEMENTARY INFORMATION

FOR

LEGISLATIVE REVIEW

1989/90 EXPENDITURE ESTIMATES

90-02926/

PREFACE

THIS DOCUMENT HAS BEEN PRODUCED BY THE DEPARTMENT OF LABOUR AS A DEPARTMENTAL SUPPLEMENT TO THE PRINTED MAIN ESTIMATES. IT IS INTENDED TO PROVIDE BACKGROUND INFORMATION ON THE DEPARTMENT WHICH SHOULD COMPLEMENT THE INFORMATION ALREADY CONTAINED IN THE PRINTED MAIN ESTIMATES. IT IS HOPED THAT THIS ADDITIONAL INFORMATION WILL ASSIST MEMBERS OF THE LEGISLATURE IN THEIR REVIEW OF THE DEPARTMENT'S ESTIMATES.

THE CONTENTS OF THIS SUPPLEMENT ARE ORGANIZED INTO FOUR PARTS. THE FIRST PART IS A GLOSSARY. THE SECOND PART PROVIDES AN OVERVIEW OF THE DEPARTMENT OF LABOUR'S 1989/90 BUDGET REQUIREMENTS. THE THIRD PART PROVIDES FINANCIAL ANALYSIS INCLUDING DETAILS OF STAFFING REQUIREMENTS AND OF EXPENDITURES. THE INFORMATION IN PART THREE IS ORGANIZED ON THE BASIS OF EXISTING MAIN APPROPRIATIONS SO THAT IT WILL PROVIDE AN EASY CROSS REFERENCE TO THE PRINTED MAIN ESTIMATES. PART FOUR PROVIDES FIVE YEAR HISTORICAL BUDGET COMPARISONS.

Gerrie Hammond

HONOURABLE GERRIE HAMMOND
MINISTER OF LABOUR

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PART 1

GLOSSARY

GLOSSARY

STAFF CATEGORIES

Managerial

Positions which have been delegated the authority and which have the responsibility to plan, administer, and control the resources and activities of a defined organizational unit in the Manitoba Government, and are directly and fully accountable for:

- the utilization of resources in achieving planned objectives including the development of a budget and the initiation and authorization of expenditures; and,

- the organization's results and impacts.

Professional/Technical

Employees who have duties that relate to specific areas of program operations requiring some functional specialization.

Included in this category are the sub-component agreements of:

- Education
- Health
- Legal, Inspection & Regulatory
- Physical Sciences
- Social Sciences
- Trades, Operations & Services
- Personnel Officer Series
- Professional Officer Series
- Administration (with the exception of the Administrative Officer Series)

NOTE: Those employees who are managers and are also classified in one of the above sub-component agreements or exclusions shall be categorized only once, as managerial.

Administrative Support

Employees who have duties related to the provision of support and assistance to program operations.

Included in this category are the Clerical sub-component agreement and the Administrative Officer Series.

Staffing Component

Fractions of staff years represent weeks of employment. For example: 65.20 staff years means 65 full staff years and 20 weeks of employment.

EXPENDITURE OBJECT CODES

. Personnel Services	Regular Earnings Other Earnings (Overtime, Shift Premium) Departmental Ministers and Members of Legislative Assembly, Fringe Benefits, Other (Worker's Compensation Allowance, Supplement), Health and Education Tax Levy, Personnel Services Recoveries.
. Grants/Transfer Payments	Discretionary Grant, Nondiscretionary Grant, Transfer Payment.
. Transportation	Vehicles, Aircraft, Other (Taxi, Bus, Freight, Rail).
. Communication	Telephone, Electronic Mail, Postage, Courier, Advertising, Exhibits, Radio Systems.
. Supplies and Services	Operating Supplies, Materials, Office Supplies, Repairs and Maintenance, Utilities, Rentals, Professional Services, Other Fees, Supplies and Services Recovery.
. Capital	Land, Buildings, Furniture, Vehicles, Equipment, Capital Grants, Other Physical Assets.
. Other Operating	Hotels, Meals, Computer-related Charges, Loss, Damage, Insurance and Extraordinary Costs, Publications, Employee Education Assistance, Relocation and Transfer Costs, Other (Membership Fees, Hospitality, Uniforms, Conference/Convention Registration Fees, Incidental Allowances).

OTHER TERMINOLOGY

. Adjusted Vote

Is a re-alignment of previous year's vote for any organization change to provide for more accurate and realistic comparisons from one budget year to the next.

. Staff Turnover Allowance

Is an adjustment made to a salaries account to allow for attrition and staff turnover. It is a negative adjustment to enable the organization to more accurately display salary requirements.

* Variance Explanations

Explanations for significant Other Expenditure increase, or decreases from adjusted vote requiring explanation are defined as follows:

SIZE OF ADJUSTED VOTE	LEVEL OF SIGNIFICANCE
Up to $500,000	20% or over
$500,100 to $1,000,00	15% or over
$1,000,100 to $5,000,00	10% or over
$5,000,100 and over	5% or over

PART 2

DEPARTMENTAL OVERVIEW

MANITOBA LABOUR

MINISTER: HONOURABLE GERRIE HAMMOND

DEPUTY MINISTER: ROBERTA ELLIS-GRUNFELD

HISTORICAL BACKGROUND:

The Department of Labour has been in existence for decades, although its structure has changed from time to time over the years. More recently, during the period from November 1978 to November 1983, the department included Manpower program responsibility and was known as, first, the Department of Labour and Manpower and later the Department of Labour and Employment Services. In November 1983, responsibility for the Employment Services programs transferred to the new Department of Employment Services and Economic Security and the department became the Department of Labour again. In April, 1989, responsibility for the Workplace Safety and Health program, the Worker Advisor Office and the Employment Adjustment Program was transferred to the Department of Labour.

ROLE AND MISSION:

1. To provide leadership in the promotion and achievement of

   (a) A fair and equitable workplace
   (b) Co-operative relations between labour and management
   (c) Shared decision-making in the workplace

   in support of improving the quality of worklife and efficiency of enterprises.

2. To protect the physical well-being and safety of persons and reduce property loss in respect to fires, structural, mechanical and other related hazards. To train and educate those persons entrusted with the responsibility of the enforcement of related legislation.

3. To promote, develop and administer apprenticeship and other co-operative skill training programs.

4. To promote and protect the retirement security of workers and to encourage expansion of the pension system.

5. To educate and inform the public, including special clients, with respect to the department's objectives, legislation and responsibilities.

6. To promote and practice shared decision-making, affirmative action and effective planning within the department, to work cooperatively with other departments and agencies and to present these as examples to others.

SCHEDULE 1

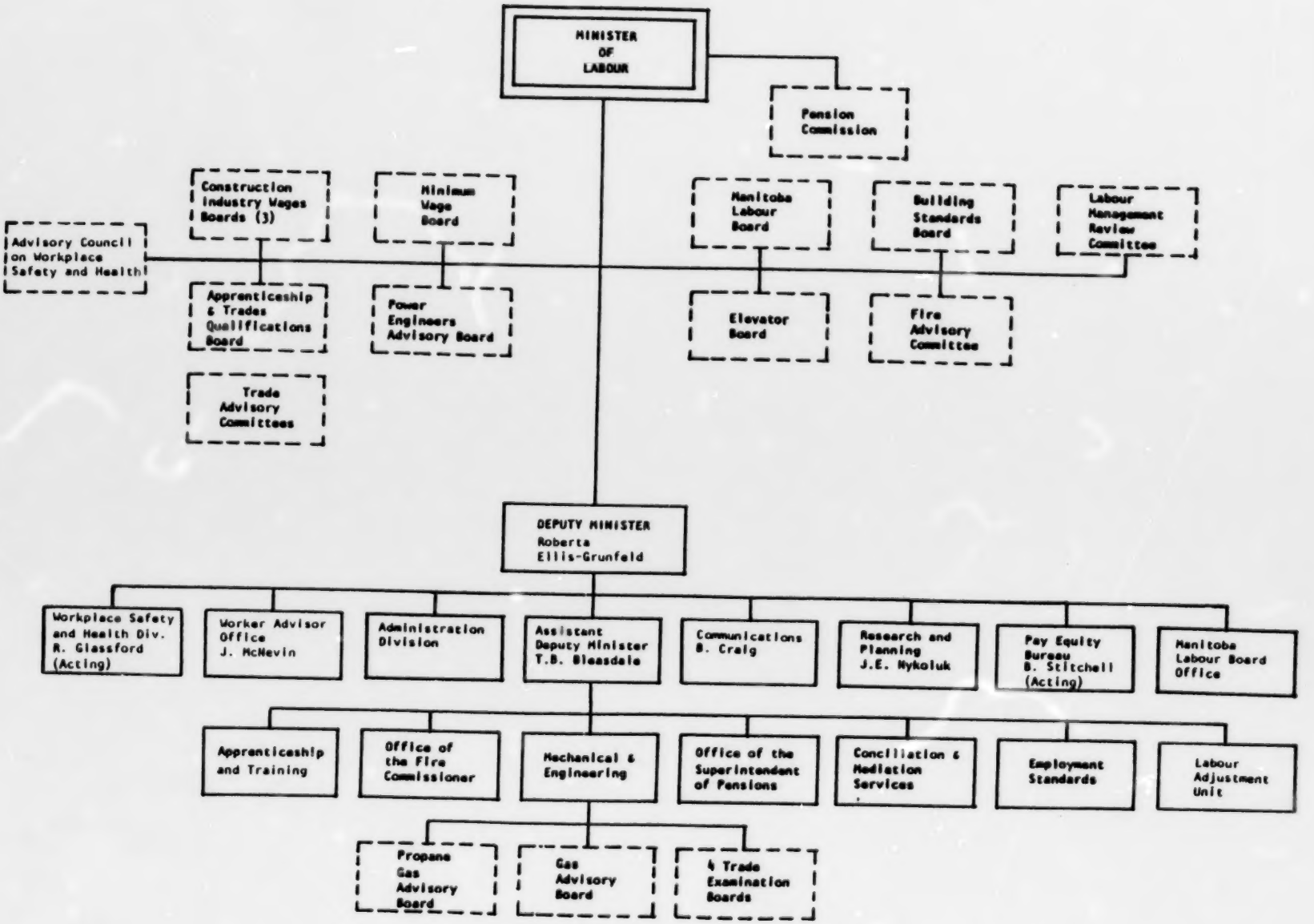
STATUTORY RESPONSIBILITIES OF THE MINISTER OF LABOUR:

Amusements Act (Parts II and IV)
Apprenticeship and Trades Qualifications Act
Barbers Act
Buildings and Mobile Homes Act
Construction Industry Wages Act
Electricians' Licence Act
Elevator Act
Employment Services Act
Employment Standards Act
Fire Departments Arbitration Act
Fires Prevention Act (Part II)
Gas and Oil Burner Act
Hairdressers Act
Labour Relations Act
Department of Labour Act
Municipal Act (Sections 295 - 306)
Pay Equity Act
Payment of Wages Act
Pension Benefits act
Power Engineers Act
Remembrance Day Act
Retail Business Holiday Closing Act
Steam and Pressure Plants Act
Vacations with Pay Act
Workers Compensation Act (as it relates to Worker Advisors)
Workplace Safety and Health Act

Note: This list includes The Workplace Safety and Health Act and The Workers Compensation Act (as it relates to Worker Advisors) as a result of recent government organizational changes which brought the Workplace Safety and Health program and the Worker Advisor Office within the Department of Labour.

STATUTORY RESPONSIBILITIES OF THE MINISTER RESPONSIBLE FOR THE STATUS OF WOMEN

Manitoba Advisory Council on the Status of Women Act


MINISTER OF LABOUR
Pension Commission
Construction Industry Wages Boards (3)
Minimum Wage Board
Manitoba Labour Board
Building Standards Board
Labour Management Review Committee
Advisory Council on Workplace Safety and Health
Apprenticeship & Trades Qualifications Board
Power Engineers Advisory Board
Elevator Board
Fire Advisory Committee
Trade Advisory Committees
DEPUTY MINISTER Roberta Ellis-Grunfeld
Workplace Safety and Health Div. R. Glassford (Acting)
Worker Advisor Office J. McNevin
Administration Division
Assistant Deputy Minister T.B. Bleasdale
Communications B. Craig
Research and Planning J.E. Nykoluk
Pay Equity Bureau B. Stitchell (Acting)
Manitoba Labour Board Office
Apprenticeship and Training
Office of the Fire Commissioner
Mechanical & Engineering
Office of the Superintendent of Pensions
Conciliation & Mediation Services
Employment Standards
Labour Adjustment Unit
Propane Gas Advisory Board
Gas Advisory Board
4 Trade Examination Boards

SCHEDULE 2

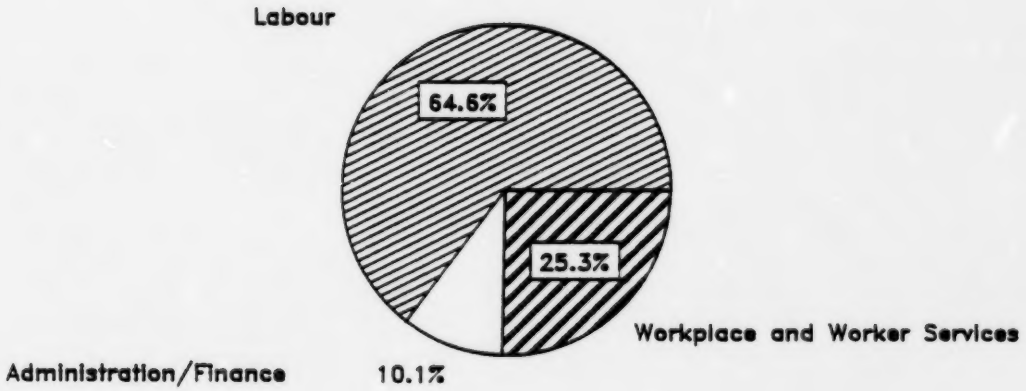
DEPARTMENT OF LABOUR
EXPENDITURE SUMMARY
BY MAIN APPROPRIATION

Adjusted Vote 1988/89			Year Ending March 31, 1990
		CURRENT OPERATING EXPENDITURES	
$ 1,445,000	1.	Administration and Finance.....	$ 1,539,600
9,523,500	2.	Labour.....	9,810,800
3,876,900	3.	Workplace and Worker Services...	3,833,400
$14,845,400*		TOTAL FOR LABOUR	$15,183,800

*RECONCILIATION STATEMENT

1988/89 Main Estimates.....	$ 9,975,000
Transfer of functions from:	
- Environment.....	3,934,800
- Employment Services and Economic Services	935,600
1988/89 Adjusted Vote.....	$ 14,845,400

Department of Labour CHART 2
1989/90 Main Estimates of Expenditure
Percentage Distribution by Main Appropriation



SCHEDULE 3

DEPARTMENT OF LABOUR
EXPENDITURE SUMMARY
BY SALARIES, OPERATING, AND GRANTS

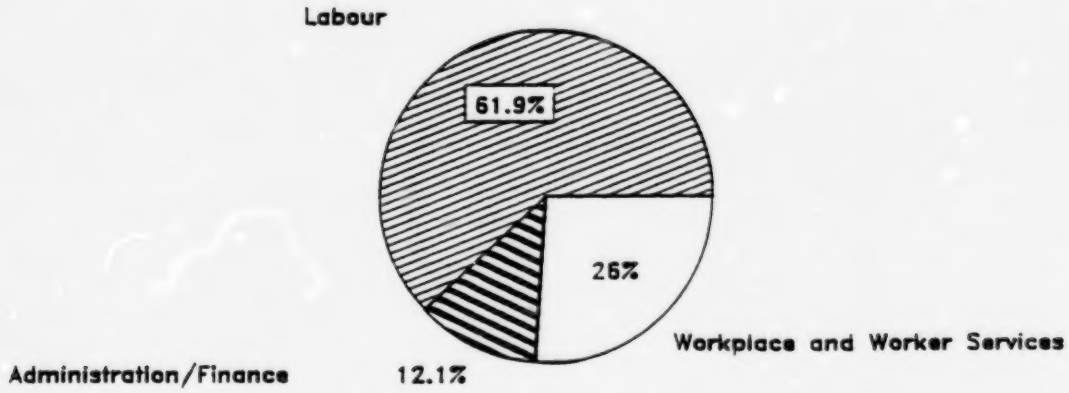
ELEMENT	Adjusted Vote 1988/89	Year Ending March 31, 1990
Salaries (Details on Schedule 4).....	$ 11,319,900	$ 11,442,400
Operating Expenditures.....	2,789,100	2,950,000
Grants.....	736,400	791,400
TOTAL FOR DEPARTMENT.....	$ 14,845,400	$ 15,183,800

SCHEDULE 4

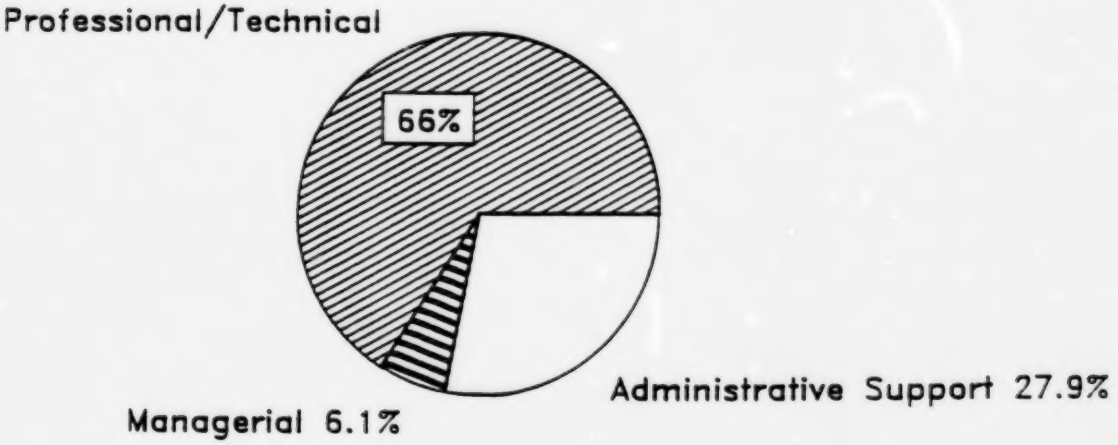
DEPARTMENT OF LABOUR
STAFF YEAR SUMMARY
BY APPROPRIATION

Res. No.	Appro. No.	Division/Branch	Adjusted Vote 1988/89 SY	Adjusted Vote 1988/89 Salaries	1989/90 SY	1989/90 Salaries
102	11-1	Administration and Finance				
	11-1(a)	Minister's Salary	.26	$ 10,300	1.00	$ 20,600
	11-1(b)-1	Executive Support	8.26	342,900	10.26	389,600
	11-1(c)-1	Research and Planning	10.00	388,300	10.00	401,500
	11-1(d)-1	Financial & Administrative Services	16.16	499.000	16.16	523.600
	Total -	Administration & Finance	35.16	$ 1,240,500	37.42	$ 1,335,300
103	11-2	Labour				
	11-2(a)-1	Division Administration	5.00	$ 210,600	5.00	$ 223,500
	11-2(b)-2	Mechanical and Engineering	40.32	1,493,100	38.32	1,350,300
	11-2(c)-1	Fire Prevention	41.33	1,452,300	41.33	1,465,500
	11-2(c)-3(a)	Engineering & Technical Services	10.00	402,500	10.00	394,700
	11-2(d)-1	Employment Standards	36.39	1,244,100	36.39	1,292,300
	11-2(e)-1	Manitoba labour Board	12.26	428,000	12.26	441,000
	11-2(f)-1	Conciliation & Mediation Services	7.00	346,300	7.00	347,600
	11-2(g)-1	Apprenticeship & Training	25.00	793,800	27.00	888,600
	11-2(h)-1	Pension Commission	5.32	213,400	6.00	231,000
	11-2(k)-1	Pay Equity Bureau	5.00	214,000	5.00	223,600
	11-2(m)-1	Labour Adjustment	4.00	171.600	4.00	177.200
	Total -	Labour	193.06	$ 6,969,700	193.26	$ 7,035,300
104	11-3	Workplace & Worker Services				
	11-3(a)-1	Workplace Health & Safety	70.22	2,752,700	71.26	2,713,900
	11-3(b)-1	Worker Advisor Office	16.44	357.000	9.44	357.900
	Total -	Workplace & Worker Serv.	87.14	3,109,700	81.18	3,071,800
	11	TOTAL	315.36	11,319,900	312.34	11,442,400

Department of Labour CHART 4
1989/90 Percentage Distribution of Staff Years
By Main Appropriation



Department of Labour CHART 5
1989/90 Percentage Distribution
By Staff Category



SCHEDULE 5

DEPARTMENT OF LABOUR
STAFF YEAR SUMMARY 1989/90
BY STAFF CATEGORY

DIVISION/BRANCH	MANAGERIAL		PROFESSIONAL/ TECHNICAL		ADMINISTRATIVE SUPPORT		TOTAL	
	SY	$	SY	$	SY	$	SY	$
Minister's Salary	1.00	20,600	-	-	-	-	1.00	20,600
Executive Support	1.00	78,600	2.00	88,600	7.26	225,700	10.26	392,900
Research & Planning	1.00	63,100	7.00	288,900	2.00	49,500	10.00	401,500
Financial & Admin. Services	2.00	107,200	3.00	115,400	11.16	299,000	16.16	521,600
TOTAL ADMIN. & FINANCE	5.00	269,500	12.00	492,900	20.42	574,200	37.42	1,336,600
Division Admin.	1.00	68,000	3.00	127,400	1.00	28,100	5.00	223,500
Mechanical & Engineering	1.00	57,500	27.00	1,068,900	10.32	245,400	38.32	1,371,800
Fire Prevention	1.00	62,300	29.28	1,079,000	11.05	270,600	41.33	1,411,900
Engineering & Technical Serv.	-	-	8.00	346,800	2.00	47,900	10.00	394,700
Employment Stds.	1.00	59,300	27.00	1,008,100	8.39	217,100	36.39	1,284,500
Man. Labour Bd.	1.00	78,600	4.26	176,900	7.00	185,500	12.26	441,000
Conciliation & Med. Services	1.00	57,800	5.00	247,300	1.00	22,500	7.00	327,600
Apprent. & Training	1.00	50,100	18.00	663,100	8.00	183,900	27.00	897,100
Pension Commission	1.00	54,300	3.00	132,000	2.00	44,700	6.00	231,000
Pay Equity Bureau	1.00	68,000	3.00	129,900	1.00	25,700	5.00	223,600
Labour Adjustment	1.00	51,500	3.00	127,200	-	-	4.00	178,700
TOTAL LABOUR	10.00	607,400	131.02	5,106,600	52.24	1,271,400	193.26	6,985,400
Workplace Safety & Health	3.00	159,400	57.00	2,242,600	11.26	273,200	71.26	2,675,200
Worker Advisor	1.00	47,800	6.11	236,200	2.33	59,200	9.44	343,200
TOTAL WORKPLACE & WORKER SERVICES	4.00	207,200	63.11	2,478,800	14.07	332,400	81.18	3,018,400
TOTAL DEPARTMENT	19.00	1,084,100	206.13	8,078,300	87.21	2,178,800	312.34	11,340,400

NOTE: Reconciliation of Amount of Salaries

Total Salaries per above	11,340,400
Severance pay and Vacation Pay - Retirements	40,400
Overtime Provision	142,900
Allowance for Staff Turnover	(81,300)
Net Salaries per Schedule 4	11,442,400

PART 3

DETAILED FINANCIAL INFORMATION

Adjusted Vote 1988-89	Appro. No.	LABOUR (XI) Details of Appropriations	Year Ending March 31, 1990	Resolution No.
$1,445,000...	1.	ADMINISTRATION AND FINANCE.....	$1,539,600	102
		* Provides direction, control and coordination of departmental policies and programs. * Conducts research on labour issues, analyzes labour relations trends and assists with the development of planning and management systems. * Provides financial and personnel management and other administrative support services for the department as a whole.		
				Reference Number
$ 10,300...(a)		Minister's Salary.....	$ 20,600	1
444,000...(b)		Executive Support.....	490,700	2
447,700...(c)		Research and Planning.....	460,900	3
543,000...(d)		Financial & Administrative Services..	567,400	4
$1,445,000			$1,539,600	

SUB-APPROPRIATION NUMBER 1A

REFERENCE NUMBER 1A MINISTER'S SALARY

OBJECTIVE:

To provide for the Minister's salary entitlement as a member of the Executive Council.

	Adjusted Vote 1988/89		Year Ending March 31, 1990		
SALARIES	SY	$	SY	$	
Total Salaries	.26	10,300	1.00	20,600	1.

Note 1. During 1988/89, the other half of the Minister's staff year and salary dollars was provided by the Department of Environment and Workplace Safety & Health.

SUB-APPROPRIATION NUMBER 1B

REFERENCE NUMBER 2 EXECUTIVE SUPPORT

OBJECTIVES:

To develop, implement and oversee departmental policies and programs which are designed to attain, over the long term, the goals set out in the department's role and mission statement.

ACTIVITY IDENTIFICATION:

Advises the Minister on matters relating to Labour.

Provides overall policy direction for departmental programs.

Coordinates departmental communications activities and initiatives.

EXPECTED RESULTS:

The continued development, delivery and maintenance of policies and programs which help to achieve greater fairness, equity and cooperation in the workplace.

The achievement of a high degree of public safety in those areas for which the department is responsible.

	Adjusted Vote 1988/89		Year Ending March 31,1990		
SALARIES	SY	$	SY	$	
Managerial.....	1.00	77,400	1.00	78,600	
Professional/Technical.....	2.00	85,500	2.00	88,600	
Administrative Support.....	5.26	154,600	7.26	225,700	1.
	8.26	317,500	10.26	392,900	
Plus: Severance/Vacation Pay on Termination.....		29,000		-	
Less: Allowance for Staff Turnover.....	-	(3,600)	-	(3,300)	
Total Salaries.....	8.26	342,900	10.26	389,600	
OTHER EXPENDITURES					
Personnel Services.....		10,000		10,000	
Transportation.....		17,700		18,700	
Communication.....		17,300		21,700	
Supplies and Services.....		39,400		29,000	
Other Operating.....		16,700		21,700	
Total Other Expenditures.....		101,100		101,100	
TOTAL EXPENDITURES.....		444,000		490,700	

Note 1. The increase reflects the provision of staff years for an Executive Assistant and a Special Assistant in the Minister's Office.

SUB-APPROPRIATION NUMBER 1C

REFERENCE NUMBER 3 RESEARCH AND PLANNING

OBJECTIVES:

To provide information on the labour relations climate in Manitoba.

To develop modern management information systems.

To conduct analyses on program and policy related issues.

To coordinate and provide support for departmental planning.

ACTIVITY IDENTIFICATION

Develops information on labour relations conditions and trends in Manitoba and Canada.

Conducts studies and analyses on policy related concerns.

Conducts analyses of departmental operations, and undertakes client needs surveys and evaluative studies.

Develops information systems and coordinates related computer and data processing activities for the department.

Coordinates and provides support for departmental planning.

Provides information and related research services to business, labour, government officials, outside organizations, and the general public.

EXPECTED RESULTS:

The publication and distribution of the Labour Relations Information Bulletin, the Collective Agreement Data Base Guide, the Union Membership Trends report and other reports on the labour relations climate.

The provision of assistance to the department and individual branches on planning, program evaluation, client needs surveys and data development needs.

The development and implementation of improved management information systems and procedures within the department.

The preparation of labour relations statistics and comparative data on collective agreement expirations, work stoppages, settlement summaries, union membership statistics and other related areas.

The response to requests from business, labour and the general public concerning labour relations information and statistics (more than 400 requests are received each year).

The participation in inter-departmental committees and working groups and the provision of support to the Labour Management Review Committee and other boards.

SALARIES	Adjusted Vote 1988/89 SY	Adjusted Vote 1988/89 $	Year Ending March 31,1990 SY	Year Ending March 31,1990 $
Managerial.....	1.00	62,100	1.00	63,100
Professional/Technical.....	7.00	280,800	7.00	288,900
Administrative Support.....	2.00	45,400	2.00	49,500
Total Salaries.....	10.00	388,300	10.00	401,500
OTHER EXPENDITURES				
Transportation.....		2,600		2,600
Communication.....		10,600		10,600
Supplies and Services.....		19,900		19,900
Capital.....		10,000		10,000
Other Operating.....		16,300		16,300
Total Other Expenditures.....		59,400		59,400
TOTAL EXPENDITURES.....		447,700		460,900

SUB-APPROPRIATION NUMBER 1D

REFERENCE NUMBER 4 FINANCIAL AND ADMINISTRATIVE SERVICES

OBJECTIVE:

To provide central support services essential to the operation of the department, including financial and accounting services, personnel management services, internal audit and general administrative services.

ACTIVITY IDENTIFICATION:

Provides personnel and payroll services to the department, including staffing, job evaluation, performance review and development, training, employee relations and other related services.

Provides financial and accounting services to the department, including central budgeting, accounting and financial reporting and control.

Provides general administrative advice and assistance to the department with respect to vehicle management, space planning, office machinery and equipment, furniture, telecommunications and other matters.

EXPECTED RESULTS:

The processing, by Personnel Services, of approximately 75 staffing and 50 classification actions annually. The processing of approximately 550 G.C.'s, ER's and leaves, through payrolls, with another 3,000 positive time payouts and related transactions.

The completion, by Internal Audit, of a minimum of 2 branch audits and special audits as required.

The preparation and processing of approximately 7,500 payment vouchers requesting the disbursement of funds to suppliers of goods and services, including departmental employees who incur expenses in the course of their duties, and to recipients of grants.

The processing of approximately 225 accountable advances.

The processing of 50,000 - 55,000 transactions involving the receipt of monies and the issuance of certificates, licences, permits and the like.

The deposit of revenues received in the estimated total amount of $7.6 million.

SALARIES	Adjusted Vote 1988/89 SY	Adjusted Vote 1988/89 $	Year Ending March 31,1990 SY	Year Ending March 31,1990 $
Managerial.....	2.00	105,300	2.00	107,200
Professional/Technical.....	3.00	112,000	3.00	115,400
Administrative Support.....	11.16	281,700	11.16	299,000
	16.16	499,000	16.16	521,600
Plus: Overtime allotment				2,000
Total Salaries.....	16.16	499,000	16.16	523,600
OTHER EXPENDITURES				
Transportation.....		2,000		2,000
Communication.....		11,600		11,600
Supplies and Services.....		18,400		18,400
Other Operating.....		12,000		11,800
Total Other Expenditures.....		44,000		43,800
TOTAL EXPENDITURES.....		543,000		567,400

Adjusted Vote 1988-89	Appro. No.	LABOUR (XI) Details of Appropriations	Year Ending March 31, 1990	Resolution No.
$9,523,500...	2.	LABOUR	$9,810,800	103

* Provides for the operation of the office of the Assistant Deputy Minister.

* Provides inspection and regulatory services concerning safety aspects of buildings and certain mechanical, electrical and other technical equipment.

* Provides inspection, investigation and training activities related to improving fire safety in the Province.

* Provides the enforcement of established standards relating to terms and conditions of employment.

* Processes and considers applications made to the Manitoba Labour Board.

* Provides conciliation and mediation services to labour and management.

* Facilitates the development of persons to the level of skilled tradespersons.

* Promotes the establishment, extension and improvement of pension plans and protects the pension rights of employees under existing pension plans.

* Provides grant funds to certain organizations.

* Facilitates the establishment of pay equity in Manitoba.

* Provides labour adjustment programs.

		Reference Number
$ 225,800...(a)	Division Administration.....	$ 238,700	1
1,803,800...(b)	Mechanical and Engineering.....	1,639,600	2

Adjusted Vote 1988-89	Appro. No.	LABOUR (XI) Details of Appropriations	Year Ending March 31, 1990	Resolution No.
				Reference Number
$1,920,400...(c)		Fire Prevention.....	$2,054,900	3
442,500...(c)	3.	Engineering and Technical Services...	435,800	4
1,703,500...(d)		Employment Standards.....	1,752,100	5
599,700...(e)		Manitoba Labour Board.....	660,100	6
393,400...(f)		Conciliation and Mediation Services..	394,700	7
922,500...(g)		Apprenticeship and Training.....	1,017,300	8
254,300...(h)		Pension Commission.....	289,800	9
6,500...(j)		Grants.....	6,500	10
315,500...(k)		Pay Equity.....	325,100	11
935,600...(m)		Labour Adjustment.....	996,200	12
$9,523,500			$9,810,800	

SUB-APPROPRIATION NUMBER 2A

REFERENCE NUMBER 1 DIVISION ADMINISTRATION

OBJECTIVE:

To manage the operation of the Labour Division so as to ensure that the various Branches maintain efficient delivery of service to the department's client group and the people of Manitoba as a whole.

To provide first response to plant closure situations, to develop, formulate and process amendments to existing statutes and regulations.

To establish and maintain contact with senior officials in industry, labour and government.

ACTIVITY IDENTIFICATION:

Provides direction to the branches of the Division through the establishment of policies and guidelines.

Monitors conformance with established government and department policies.

EXPECTED RESULTS:

All activities of branches within the Division will conform both to the legislation for which the Division is responsible and to government and department policies.

	Adjusted Vote 1988/89		Year Ending March 31,1990	
SALARIES	SY	$	SY	$
Managerial	1.00	64,500	1.00	68,000
Professional/Technical	3.00	119,900	3.00	127,400
Administrative Support	1.00	26,200	1.00	28,100
Total Salaries	5.00	210,600	5.00	223,500
OTHER EXPENDITURES				
Transportation		3,500		2,000
Communication		5,200		4,900
Supplies and Services		3,000		3,200
Other Operating		3,500		5,100
Total Other Expenditures		15,200		15,200
TOTAL EXPENDITURES		225,800		238,700

SUB-APPROPRIATION NUMBER 2B

REFERENCE NUMBER 2 MECHANICAL AND ENGINEERING

OBJECTIVES:

To ensure that persons in Manitoba are not exposed to hazardous equipment that is covered by legislation for which the Branch is responsible.

To examine and license or certify certain tradespeople.

To promote safety and safety awareness through its services.

ACTIVITY IDENTIFICATION:

Inspects boilers, pressure vessels, and refrigeration systems annually or biennially, as required under the Steam and Pressure Plants Act.

Inspects elevators as required under the Elevator Act.

Inspects electrical equipment and gas/oil equipment that does not have a CSA or CGA label.

Inspects natural gas, propane and oil installations as required under the Gas and Oil Burner Act.

Conducts examinations and issues licenses to qualified gas fitters, projectionists, electricians, power engineers and pressure welders in order to ensure their competence.

Inspects amusement rides.

Examines plans and reviews designs of certain facilities and equipment.

EXPECTED RESULTS:

The carrying out of approximately 24,000 inspections of boilers, pressure vessels, refrigeration plants, electrical applications and gas and oil fired equipment.

The review of approximately 1,000 engineering plans and designs.

The inspection of approximately 1,800 elevators and 350 amusement rides.

The issuance of approximately 11,000 licences to qualified tradespersons, such as power engineers, welders, gas fitters, projectionists and electricians.

The issuance of over 20,000 gas permits.

SALARIES	Adjusted Vote 1988/89 SY	Adjusted Vote 1988/89 $	Year Ending March 31,1990 SY	Year Ending March 31,1990 $	
Managerial.....	1.00	57,500	1.00	57,500	
Professional/Technical.....	28.00	1,132,700	27.00	1,068,900	1.
Administrative Support.....	11.32	260,300	10.32	245,400	1.
	40.32	1,450,500	38.32	1,371,800	
Plus: Overtime Allotment		10,000		10,000	
Plus: Severance/Vacation Pay on Retirement		53,900		-	
Less: Allowance for Staff Turnover.....	-	(21,300)	-	(31,500)	
Total Salaries.....	40.32	1,493,100	38.32	1,350,300	
OTHER EXPENDITURES					
Personnel Services (Fees).....		2,000		2,000	
Transportation.....		110,000		100,000	
Communication.....		53,500		56,400	
Supplies and Services.....		52,400		55,100	
Other Operating.....		92,800		75,800	
Total Other Expenditures.....		310,700		289,300	
TOTAL EXPENDITURES.....		1,803,800		1,639,600	

Note 1. Reduction of 2.00 staff years reflects the elimination of the inspection requirement for small pressure vessels.

SUB-APPROPRIATION NUMBERS 2C-1 AND 2C-2

REFERENCE NUMBER 3 FIRE PREVENTION

OBJECTIVE:

To reduce the loss of life, injury, to persons and property damage caused by fire, through fire prevention education, inspections and investigations under the authority of The Fires Prevention Act.

ACTIVITY IDENTIFICATION:

Advises and trains the fire service and others in fire prevention and protection practices, in the handling of dangerous goods and in emergency services management and rescue.

Promotes public education in fire prevention practices and life safety measures.

Provides certified fire investigation training to police fire officers.

Conducts fire prevention inspections of high hazard or high occupant load buildings to ensure compliance with the Manitoba Fire Code.

Conducts investigations to determine the cause, origin and circumstances of fires in the Province.

Gathers, analyzes, and disseminates Provincial fire statistics on request, as well as for the Annual Reports.

Develops and implements Provincial Fire, Building and Plumbing Codes and liases with the National Research Council and Provincial/Territorial counterparts regarding the Codes on fire and building safety requirements.

EXPECTED RESULTS:

The investigation of approximately 400 fires to determine the cause and origin.

The inspection of approximately 800 buildings of high risk type of occupancy.

The provision of training to approximately 4,200 persons in programs for the fire service and others concerned with fire protection/prevention practices.

The delivery of certified training courses to 600 Winnipeg fire fighters and/or officers.

The delivery of certified fire investigation courses to 150 police and fire officers.

The enhanced public awareness of potential fire hazards in single family dwellings through the co-operative efforts of the Manitoba Association of Fire Chiefs and the Office of the Fire Commissioner.

SALARIES	Adjusted Vote 1988/89 SY	Adjusted Vote 1988/89 $	Year Ending March 31,1990 SY	Year Ending March 31,1990 $	
Managerial.....	1.00	61,400	1.00	62,300	
Professional/Technical.....	29 28	1,061,100	29.28	1,079,000	
Administrative Support.....	11.05	252,600	11.05	270,600	
	41.33	1,375,100	41.33	1,411,900	
Less: Allowance for Staff Turnover.....	-	(13,800)	-	(14,300)	
Plus: Overtime Allotment.....	-	70,500	-	47,400	
Plus: Severance/Vacation Pay on Retirement.....	-	20,500	-	20,500	
Total Salaries.....	41.33	1,452,300	41.33	1,465,500	
OTHER EXPENDITURES					
Personnel Services (Fees).....		6,000		6,000	
Grants.....		1,000		1,000	
Transportation.....		134,500		134,500	
Communication.....		62,000		62,000	
Supplies and Services.....		131,500		252,000	
Capital.....		30,000		30,000	
Other Operating.....		103,100		103,900	
Total Other Expenditures.....		468,100		589,400	1.
TOTAL EXPENDITURES.....		1,920,400		2,054,900	

Note: 1. Increase reflects additional requirements for testing, maintenance and repair of air compressor stations, branch vehicles and training equipment, for laboratory analysis fees and for printing revised Building and Fire Codes (1990 edition).

SUB-APPROPRIATION NUMBER 2C-3

REFERENCE NUMBER 4 ENGINEERING AND TECHNICAL SERVICES

OBJECTIVE:

To ensure public safety in buildings by monitoring designated authorities having jurisdiction and administering in the remainder of the Province, the Building and Plumbing Codes and the Building and Mobile Homes Act.

ACTIVITY IDENTIFICATION:

Examines building plans and may undertake building inspections pursuant to the Manitoba Building and Plumbing Codes and the Building and Mobile Homes Act.

Consults with building owners, designers, constructors, and designated authorities having jurisdiction regarding building safety and code requirements and interpretation.

EXPECTED RESULTS:

The examination of approximately 700 building plans and the completion of approximately 1,200 building inspections.

	Adjusted Vote 1988/89		Year Ending March 31,1990	
SALARIES	SY	$	SY	$
Professional/Technical.....	8.00	357,600	8.00	346,800
Administrative Support.....	2.00	44,900	2.00	47,900
Total Salaries.....	10.00	402,500	10.00	394,700
OTHER EXPENDITURES				
Personnel Services (Fees).....		4,600		4,600
Transportation.....		19,800		18,800
Communication.....		5,700		5,700
Supplies and Services.....		1,500		3,600
Other Operating.....		8,400		8,400
Total Other Expenditures.....		40,000		41,100
TOTAL EXPENDITURES.....		442,500		435,800

SUB-APPROPRIATION NUMBER 2D

REFERENCE NUMBER 5 EMPLOYMENT STANDARDS

OBJECTIVES:

To improve the standards relating to terms and conditions of employment in Manitoba.

To increase public awareness of the rights and obligations of employers and employees under existing labour standards legislation.

To establish and maintain effective enforcement procedures to ensure compliance with existing legislation.

ACTIVITY IDENTIFICATION:

Investigates monetary and non-monetary complaints to ensure that the minimum benefits and working conditions provided by labour standards legislation are provided.

Conducts routine inspections of work places to ensure compliance with legislation.

Recovers wages found owing to employees either through the findings of Employment Standards Officers or by Orders of the Manitoba Labour Board.

Provides an educational program to help the public achieve better understanding of labour standards legislation.

Administers The Payment of Wages Fund which protects the wages of employees up to a maximum of $1,200 in any calendar year.

EXPECTED RESULTS:

The investigation of complaints filed by approximately 3,500 individuals, and educate the parties to enable themselves to resolve complaints in the future.

The handling of approximately 85,000 telephone and in-person enquiries from persons requesting information or wishing to file a complaint.

The undertaking of approximately 300 routine inspections of work places to ensure compliance with the legislation.

The delivery of about 100 lectures to create a better understanding of labour standards legislation.

With respect to The Payment of Wages Fund, the pay out of an estimated $320,000 to wage earners who are unpaid as a result of bankruptcies and receiverships.

The handling of wage adjustments totalling an estimated $900,000.

SALARIES	Adjusted Vote 1988/89 SY	Adjusted Vote 1988/89 $	Year Ending March 31,1990 SY	Year Ending March 31,1990 $
Managerial.....	1.00	58,500	1.00	59,300
Professional/Technical.....	27.00	982,800	27.00	1,008,100
Administrative Support.....	8.39	205,000	8.39	217,100
	36.39	1,246,300	36.39	1,284,500
Less: Allowance for Staff Turnover.....	-	(2,200)	-	(2,200)
Plus: Severance/Vacation Pay on Retirement.....	-	-	-	10,000
Total Salaries.....	36.39	1,244,100	36.39	1,292,300
OTHER EXPENDITURES				
Personnel Services (Fees).....		6,800		5,500
Transportation.....		50,500		31,800
Communication.....		38,500		53,500
Supplies and Services.....		29,500		40,000
Other Operating.....		14,100		9,000
Total Other Expenditures.....		139,400		139,800
PAYMENT OF WAGES FUND				
Total Payment of Wages Fund...		320,000		320,000
TOTAL EXPENDITURES.....		1,703,500		1,752,100

SUB-APPROPRIATION NUMBER 2E

REFERENCE NUMBER 6 MANITOBA LABOUR BOARD

OBJECTIVES:

To process and adjudicate matters under The Labour Relations Act as expeditiously as possible.

To adjudicate matters referred to the Board under labour standards statutes and The Workplace Safety and Health Act relating to employees' and employers' rights and obligations.

To assist in the development of sound labour/management relations by providing expert information relating to The Labour Relations Act.

ACTIVITY IDENTIFICATION:

Processes referrals and various applications made to the Board.

Adjudicates matters referred to the Board under The Labour Relations Act, the various labour standards statutes, The Workplace Safety and Health Act and The Pay Equity Act.

Appoints arbitrators and mediators in certain cases, including expedited arbitration proceedings.

Issues Written Reasons for Decision on specific matters dealt with by the Board.

EXPECTED RESULTS:

The continued issuance of extensive Written Reasons for Decisions which provide the labour/management community with some guidance in working under The Labour Relations Act and with the Board.

The handling of 1,300 - 1,500 cases under The Labour Relations Act, the various labour standards statutes and The Workplace Safety and Health Act.

The publication and distribution of an "Annual Report", a Guide to The Relations Act, an annual "Compendium of Grievance Arbitrations" and the quarterly "Report of Activities of the Manitoba Labour Board".

	Adjusted Vote 1988/89		Year Ending March 31,1990		
SALARIES	SY	$	SY	$	
Managerial.....	1.00	77,400	1.00	78,600	
Professional/Technical.....	4.26	180,700	4.26	176,900	
Administrative Support.....	7.00	169,900	7.00	185,500	
Total Salaries	12.26	428,000	12.26	441,000	
OTHER EXPENDITURES					
Personnel Services (Fees).....		90,200		130,400	
Transportation.....		13,500		14,000	
Communication.....		27,700		30,000	
Supplies and Services.....		28,600		24,600	
Capital.....		1,800		2,500	
Other Operating.....		9,900		17,600	
Total Other Expenditures.....		171,700		219,100	1.
TOTAL EXPENDITURES.....		599,700		660,100	

Note: 1. Increase reflects additional Board Fee requirements and increasd travel requirements for the Labour Board.

SUB-APPROPRIATION NUMBER 2F

REFERENCE NUMBER 7 CONCILIATION AND MEDIATION SERVICES

OBJECTIVES:

To provide conciliation and mediation services in accordance with the provisions of The Labour Relations Act and The Public Schools Act.

To assist Labour and Management in collective bargaining to resolve impasse situations in negotiations and thereby minimize work stoppages.

To assist the parties when the grievance procedure has failed and prior to a rights arbitration.

To promote and assist in the development of sound Labour/Management relations, and to promote and maintain industrial harmony in Manitoba.

ACTIVITY IDENTIFICATION:

Meets with Labour and Management upon request and when the two parties have failed to reach agreement in direct negotiations.

Meets with Labour and Management upon request and when the two parties have failed to settle a grievance. Prior to rights arbitration, settlement is attempted by a grievance mediator, as provided in the Labour Relations Act.

Provides conciliation and conducts meetings with Management and organized employees in an effort to conclude collective bargaining without work stoppages.

Participates in labour relations seminars and other education activities and consultation services, and assists in the development of labour relations legislation.

Maintains a high level of communication with management and organized labour and develops a form of preventive mediation.

EXPECTED RESULTS:

The resolution of labour disputes, thereby preventing costly strikes and work stoppages.

The attainment of a settlement level of 85% to 95% of cases in which conciliation service is provided.

The resolution of 80% to 90% of cases in which grievance mediation assistance is provided.

	Adjusted Vote 1988/89		Year Ending March 31,1990	
SALARIES	SY	$	SY	$
Managerial.....	1.00	54,600	1.00	57,800
Professional/Technical.....	5.00	243,000	5.00	247,300
Administrative Support.....	1.00	23,700	1.00	22,500
	7.00	321,300	7.00	327,600
Plus: Overtime Allotment.....	-	25,000	-	20,000
Total Salaries.....	7.00	346,300	7.00	347,600
OTHER EXPENDITURES				
Transportation.....		15,000		18,000
Communication.....		7,900		9,000
Supplies and Services.....		15,700		10,700
Other Operating.....		8,500		9,400
Total Other Expenditures.....		47,100		47,100
TOTAL EXPENDITURES.....		393,400		394,700

SUB-APPROPRIATION NUMBER 2G

REFERENCE NUMBER 8 APPRENTICESHIP AND TRAINING

OBJECTIVES:

To establish standards of competency for persons working in designated trades.

To promote and direct the training of individuals through apprenticeship training to attain the established standards in designated trades.

To develop, in conjunction with industry, curriculum for both in-school and on-the-job training of apprentices.

To develop and administer examinations to ensure that established standards have been met.

To develop and maintain standards of service for barbers and hairdressers.

ACTIVITY IDENTIFICATION:

Prepares, maintains and updates training profiles and training standards for designated trades.

Monitors and counsels apprentices during their apprenticeship training both on-the-job and in-school.

Prepares and updates curriculum as requested by trade advisory committee.

Prepares and validates examinations for provincial and interprovincial use.

Promotes apprenticeship training at career symposiums held at schools and colleges and at other public presentation.

Conducts/administers and records examination results at the completion of training or eligibility under The Apprenticeship and Trades Qualifications Act.

Develops and conducts examinations for barbers and hairdressers for the issuance of licences.

Inspects barber and hairdresser establishments to ensure that standards are being maintained.

EXPECTED RESULTS:

The registration of approximately 1,000 apprentices.

. The completion of apprenticeship by about 450 persons.

The examination of about 250 tradespersons for certificates of qualifications.

The issuance of approximately 300 barbers' licences and 5,000 airdressers' licences on a biennial basis.

	Adjusted Vote 1988/89		Year Ending March 31,1990		
SALARIES	SY	$	SY	$	
Managerial.....	1.00	48,900	1.00	50,100	
Professional/Technical.....	16.00	580,500	18.00	663,100	1.
Administrative Support.....	8.00	171,900	8.00	183,900	
	25.00	801,300	27.00	897,100	
Less: Allowance for Staff Turnover.....	-	(7,500)	-	(8,500)	
Total Salaries.....	25.00	793,800	27.00	888,600	
OTHER EXPENDITURES					
Personnel Services (Fees).....		10,000		15,000	
Transportation.....		37,500		27,500	
Communication.....		32,300		45,800	
Supplies and Services.....		32,400		27,900	
Other Operating.....		16,500		12,500	
Total Other Expenditures.....		128,700		128,700	
TOTAL EXPENDITURES.....		922,500		1,017,300	

Note: 1. Increase of 2.00 staff years reflects the addition of one position for Curriculum and examination development work and one position for program expansion in the area of women in non-traditional occupations.

SUB-APPROPRIATION NUMBER 2H

REFERENCE NUMBER 9 PENSION COMMISSION

OBJECTIVES:

To protect the rights of employees to benefits promised under company pension plans.

To promote the establishment, extension and improvement of pension plans in the Province.

ACTIVITY IDENTIFICATION:

Monitors pension plans to ensure that they are administered in accordance with legislative standards, that funds are sufficient to cover earned benefits and that pension plan monies are invested and managed appropriately.

Registers new pension plans in the Province.

Provides information and assistance regarding pensions and the requirements of The Pension Benefits Act to plan members, employers, consultants and the general public.

EXPECTED RESULTS:

The monitoring of approximately 900 pension plans registered under The Pension Benefits Act.

The adoption and implementation, within the next few years, of uniform standards for pension legislation in Canada.

The establishment of legislative guidelines for the withdrawal of surplus pension monies.

	Adjusted Vote 1988/89		Year Ending March 31,1990		
SALARIES	SY	$	SY	$	
Managerial.....	1.00	51,300	1.00	54,300	
Professional/Technical.....	3.00	128,400	3.00	132,000	
Administrative Support.....	1.32	33,700	2.00	44,700	1
	5.32	213,400	6.00	231,000	
Less: Allowance for Staff Turnover.....	-	-	-	-	
Total Salaries.....	5.32	213,400	6.00	231,000	
OTHER EXPENDITURES					
Personnel Services (Fees).....		5,700		12,500	
Transportation.....		4,000		5,500	
Communication.....		10,700		11,000	
Supplies and Services.....		12,200		18,100	
Capital.....		2,000		2,000	
Other Operating.....		6,300		9,700	
Total Other Expenditures.....		40,900		58,800	
TOTAL EXPENDITURES.....		254,300		289,800	

Note: 1. Increase of .20 staff years will enable the two administrative support positions to work full-time, rather than 80%.

SUB-APPROPRIATION NUMBER 2J

REFERENCE NUMBER 10 GRANTS

OBJECTIVES:

To provide grant funds to certain organizations.

ACTIVITY IDENTIFICATION:

Provides grant funding in the amount of $4,000 to the Labour College of Canada.

Provides grant funding in the amount of $2,500 to the Continuing Education Department of the University of Manitoba for the three year certificate course on Labour.

EXPECTED RESULTS:

The achievement of objectives which are complementary to those of the Department of Labour.

	Adjusted Vote 1988/89		Year Ending March 31,1990	
	SY	$	SY	$
GRANTS.....	-	6,500	-	6,500

SUB-APPROPRIATION NUMBER 2K

REFERENCE NUMBER 11 PAY EQUITY BUREAU

OBJECTIVES:

To assist employees, employee representatives, and employers in the implementation of pay equity.

To ensure compliance with the legislation within the Manitoba government, Crown corporations, and external agencies.

To provide information and educational service to the public on equitable compensation practices.

To deliver service and support to organizations outside of the scope of the existing law in a manner consistent with government policy.

ACTIVITY IDENTIFICATION:

Provides technical assistance and information to employees, unions and other employee representatives, and employers, particularly with regard to job evaluation and the technical interpretation of data.

Upon request, facilitates resolution of matters relating to implementaion of pay equity.

Monitors compliance with The Pay Equity Act and refers matters to adjudication where appropriate.

Develops for the minister responsible a full range of policy options for future direction of implementaion in sectors outside of the scope of existing legislation.

Delivers educational material and training to organizations involved in implementation on all aspects of job evaluation, job analysis, and the interpretation of salary data.

Provides information and educational service to a wide range of organizations, and to the public generally.

Publishes resource materials, provides workshops and seminars, and responds to all information requests.

Researches and develops job evaluation and pay equity implementation techniques to address Client needs.

EXPECTED RESULTS:

Successful implementation of pay equity in accordance with legislative and policy directives.

Documentation of the implementation process in accordance with legislative obligations.

	Adjusted Vote 1988/89		Year Ending March 31,1990	
SALARIES	SY	$	SY	$
Managerial.....	1.00	63,100	1.00	68,000
Professional/Technical.....	3.00	126,600	3.00	129,900
Administrative Support.....	1.00	24,300	1.00	25,700
Total Salaries.....	5.00	214,000	5.00	223,600
OTHER EXPENDITURES				
Transportation.....		5,000		5,000
Communication.....		26,300		30,300
Supplies and Services.....		57,200		53,200
Capital.....		-		-
Other Operating.....		13,000		13,000
Total Other Expenditures.....		101,500		101,500
TOTAL EXPENDITURES.....		315,500		325,100

SUB-APPROPRIATION NUMBER 2M

REFERENCE NUMBER 12 LABOUR ADJUSTMENT UNIT

OBJECTIVES:

To participate in interdepartmental and federal-provincial initiatives to deal with labour market adjustment;

To assist in reemployment and retraining of workers affected by labour market adjustment and structural change; and

To assist Manitoba industries to adapt to changing labour force conditions and skill requirements.

ACTIVITY IDENTIFICATION:

Participate in interdepartmental and federal-provincial initiatives to deal with labour market adjustment on behalf of the Department;

Develop programming options as required to deal with major adjustment situations;

Assist companies, unions and industry-wide associations with reemployment and retraining of workers affected by labour market adjustment and structural change;

Manage the Employment Adjustment Programs.

EXPECTED RESULTS:

In 1989/90, the Employment Adjustment Program will assist approximately 75 employer-employee committees or groups with labour adjustment programs through provision of consultative services and financial assistance. In addition, 750 individuals will be assisted through training development and 300 individuals with on-the-job wage subsidies.

The Employment Adjustment Program should lever approximately 1/3 federal dollars and 1/3 private sector dollars to match provincial expenditures and should support other government progams, policies and initiatives.

	Adjusted Vote 1988/89		Year Ending March 31, 1990	
SALARIES	SY	$	SY	$
Managerial.....	1.00	50,600	1.00	51,500
Professional/Technical.....	3.00	122,500	3.00	127,200
	4.00	173,100	4.00	178,700
Less: Allowance for Staff Turnover.....		(1,500)		(1,500
Total Salaries.....	4.00	171,600	4.00	177,200
OTHER EXPENDITURES				
Grants/Transfer Payments.....		728,900		783,900
Transportation.....		9,900		9,900
Communications.....		9,400		9,400
Supplies and Services.....		11,600		11,600
Other Operating.....		4,200		4,200
Total Other Expenditures.....		764,000		819,000
TOTAL EXPENDITURES.....		935,600		996,200

Adjusted Vote 1988-89	Appro. No.	LABOUR (X1) Details of Appropriations	Year Ending March 31, 1990	Resolution No.
$3,876,900...	3.	WORKPLACE AND WORKER SERVICES.....	$3,833,400	104
		* Consists of activities to prevent safety and health hazards in all places where people work and to ensure the detection and elimination of such hazards.		
		* Provides claimant assistance services respecting Workers Compensation claims.		
				Reference Number
3,468,400...(a)		Workplace Safety and Health.....	$3,424,000	1
408,500...(b)		Worker Advisor Office.....	409,400	2
$3,876,900			$3,833,400	

SUB-APPROPRIATION NUMBER 3A

REFERENCE NUMBER 1 WORKPLACE SAFETY AND HEALTH

OBJECTIVE:

To administer the Workplace Safety and Health Act and its Regulations in order that safety and health hazards are detected and prevented in all provincial workplaces such that fatalities are eliminated and injuries and ill health are reduced.

ACTIVITY IDENTIFICATION:

To carry out inspections of workplaces, and to issue improvement and other orders.

To develop legislation that provides for the maintenance of reasonable standards for safety and health of workers and self-employed persons.

To conduct regular seminars on workplace safety and health throughout Manitoba, and to assist in the training of labour and management in workplace safety and health matters.

To provide occupational medical consultative services to industrial physicians, industries, workers and other parties including discussion respecting occupational health problems.

EXPECTED RESULTS:

Operation of ongoing programs such as workplace inspections including Industrial Hygiene evaluations, educational support and information services, and occupational health services support.

Implementation of Workplace Hazardous Materials Information System and Workplace Health Hazard Regulations.

Adoption of a General Safety Regulation and revisions to the Safety and Health Committee Regulation.

Development of Codes of Practice relating to existing Regulations.

Development of sectoral committees for occupational safety and health.

SALARIES	Adjusted Vote 1988/89 SY	Adjusted Vote 1988/89 $	Year Ending March 31, 1990 SY	Year Ending March 31, 1990 $	
Managerial.....	3.00	136,000	3.00	159,400	
Professional/Technical.....	55.48	2,175,700	57.00	2,236,700	1.
Administrative Support.....	11.26	252,700	11.26	279,100	
	70.22	2,564,400	71.26	2,675,200	
Less: Allowance for Staff Turnover.....		(20,000)		(20,000)	
Plus: Severance/Vacation Pay on Retirement		37,700		9,900	
Plus: Overtime Allotment		46,500		48,800	
Plus: General Salary Increase		124,100		-	
Total Salaries.....	70.22	2,752,700	71.26	2,713,900	
OTHER EXPENDITURES					
Personnel Services.....		7,100		7,100	
Transportation.....		149,000		147,500	
Communication		64,000		63,200	
Supplies and Services.....		266,400		255,600	
Public Debt.....		800		800	
Capital.....		103,200		115,500	
Other Operating.....		125,200		120,400	
Total Other Expenditures.....		715,700		710,100	
TOTAL EXPENDITURES.....		3,468,400		3,424,000	

1. Increase in staff reflects addition of 1.00 SY as a term replacement for a position that has been seconded to the Sustainable Development Co-Ordinating Unit.

SUB-APPROPRIATION NUMBER 3B

REFERENCE NUMBER 2 WORKER ADVISOR OFFICE

OBJECTIVES:

To assist workers whose claims have been rejected by the Workers Compensation Board with the view to ensuring that fair and equitable claim settlement occurs.

To assist in informing unions, individuals and professionals with respect to rights and requirements of The Workers Compensation Act.

ACTIVITY IDENTIFICATION:

Researching and investigating workers' claims rejected by the Workers Compensation Board to ensure fair and equitable resolution is obtained.

Conducting information and education sessions with labour and other organizations to make them aware of their rights under The Workers Compensation Act.

EXPECTED RESULTS:

Handle 750 claims in the 1989/90 fiscal year.

Carry out 10 education/orientation sessions with labour and other organizations.

Achieve a four month turnaround from the initiation of a claimant's assistance request to the final level of appeal.

	Adjusted Vote 1988/89		Year Ending March 31, 1990		
SALARIES	SY	$	SY	$	
Managerial.....	1.00	45,000	1.00	47,800	
Professional/Technical.....	13.11	227,400	6.11	236,200	1.
Administrative Support.....	2.33	55,000	2.33	59,200	
	16.44	323,800	9.44	343,200	
Plus: Overtime Allotment....		14,000		14,700	
Plus: General Salary Increase		15,600		-	
Total Salaries	16.44	357,000	9.44	357,900	
OTHER EXPENDITURES					
Transportation.....		7,000		7,000	
Communication.....		17,200		17,200	
Supplies and Services.....		19,200		19,200	
Public Debt.....		100		100	
Capital.....		2,000		2,000	
Other Operating.....		6,000		6,000	
Total Other Expenditures.....		51,500		51,500	
TOTAL EXPENDITURES.....		408,500		409,400	

Note: 1. Reduction of 7.00 staff years reflects the expiration of the Worker Advisor Trainee Project.

PART 4

HISTORICAL INFORMATION

DEPARTMENT OF LABOUR

FIVE YEAR EXPENDITURE AND STAFFING SUMMARY

BY APPROPRIATION ($000)

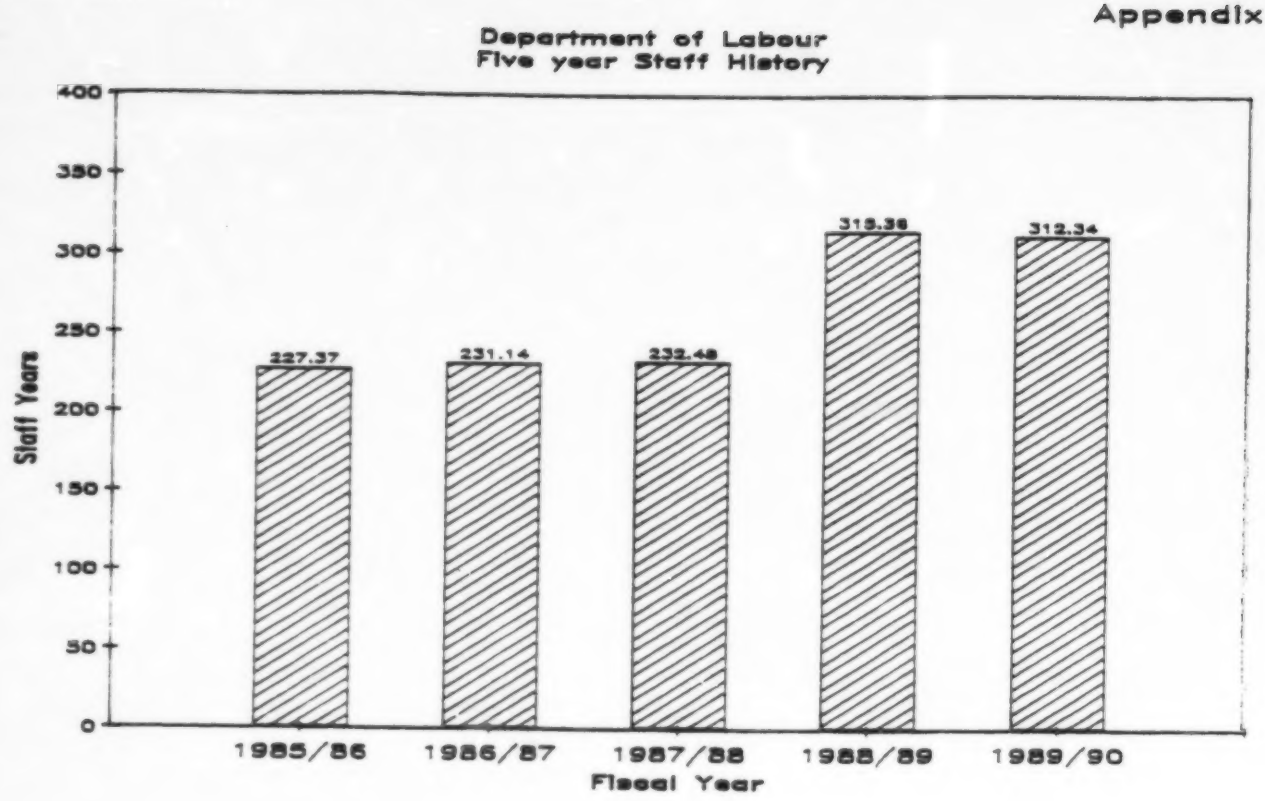
FOR YEARS ENDING MARCH 31, 1986 - MARCH 31, 1990

	ACTUAL EXPENDITURES						ADJUSTED VOTE 1988/89		MAIN ESTIMATES 1989/90	
	1985/86		1986/87		1987/88					
	SY	$	SY	$	SY	$	SY	$	SY	$
Administration and Finance	39.16	1,407.0	39.16	1,394.2	38.16	1,449.9	35.16	1,445.0	37.42	1,539.6
Labour	188.21	7,705.1	191.50	7,968.8	194.32	8,492.9	193.06	9,523.5	193.26	9,810.8
Workplace and Worker Services [2]	-	-	-	-	-	-	87.14	3,876.9	81.18	3,833.4
Expenditures Related to Capital [1]	-	40.9	-	40.4	-	-	-	-	-	-
TOTAL	227.37	9,153.0	231.14	9,403.4	232.48	9,942.8	315.36	14,845.4	312.34	15,183.8

NOTES: 1. After 1986/87, the funds for Expenditures Related to Capital were incorporated into the Labour Division appropriation as part of current operating expenditures.

2. Prior to April, 1989, the Workplace and Worker Services programs were included within the Department of Environment and Workplace Safety and Health.

Appendix 2



Appendix 3